



Services Division

Our services include:

- Vehicle rental and fleet management
- Campus, incoming and outgoing mail
- Online purchase and management of consumable supplies
- Storage and transportation services
- Best value goods and services contracts
- Federal surplus property redistribution
- Property disposal

Current initiatives to improve service

- Improved storage solutions
- Better contracts, new tools for purchasing professionals
- Helping change the state's purchasing practices through the SmartBuying Partnership
- Full surplus property disposal service for state agencies

Key contacts

- *Mail Services:* 360.664.9506
- *Materials Management:* 360.902.7410
- *Central Stores:* 800.503.9898
- *Office of State Procurement:* 360.902.7400
- *State and Federal Surplus:* 253.333.4900

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Program	Rate Type	Current Rate	Proposed Rate	Rate Increase 7/09 Biennium
Services Division				
- PCA	Reimbursable labor rate	\$90/hour	\$90/hour	No change
	Vehicle purchases	\$85/vehicle: \$75/ vehicle-internet orde	\$85/vehicle: \$75/ vehicle-internet order	No change
	Contract administration	1.5% contract usage		No change
- MMC	Mark-up on items sold	Varies by commodity (subject to per market need)	Varies by commodity	
- State Surplus	Vehicle/Equipment	7.5% of sales (\$150 min - \$900 max)	7.5% of sales (\$200 min - \$900 max)	No change
	Warehouse sales	80% of sales price	80% of sales price	No change
	Sealed bid	30% of sales price	30% of sales price	No change
- Federal Surplus	Selling surplus vehicles	\$290/vehicle or 5% acq. cost	\$290/vehicle or 5% acq. cost	No change
- Motor Pool	Daily rate for vehicle use	Varies by vehicle class	Average 50% increase	50%
	Mileage rate to cover gas and maintenance	Varies by vehicle class	Based on price of gas	No change
	Reimb. rate - vehicle mechanic	\$55/hour	\$55/hour	No change
- CMS	Fee for service	Varies by service	Average 5% increase	5%
Facilities Division				
- Energy				No change
- EAS Reimbursable Services				No change
- RES New Leases	Reimbursable rate/hour	\$83.50/hour or 2.5% commission	\$83.50/hour or 2.5% commission	No change
- RES Lease Renewal	Facilities & Services allocation	Based on #, RSF, value of lease	Facilities & Services allocation	No change
- Building & Grounds Reimbursable	Reimbursable rate/hour - Trades	\$52/hour	TBD	
	Reimbursable rate/hour - Custodian	\$27.65/hour	\$27.65/hour	No change
- Building & Grounds Base Services	Facilities & Services allocation	Included in campus office rate	Included in campus office rate	
- Campus Office Facilities	Facilities & Services allocation	\$6.72/RSF	\$8.16/RSF	23%
- Off Campus Office Facilities	Negotiated lease	Varies by building and tenant space	Negotiated lease	
- Public & Historic Facilities	Facilities & Services allocation	\$214.57/Thurston Co. FTE	\$234.96/Thurston Co. FTE	10%

Facilities Division**Our services include:**

- Building maintenance
- Custodial services
- Building security
- Energy conservation
- Tenant improvements/alterations
- Refuse and recycling
- Access and identification cards
- Parking
- Office facilities – leasing, property management
- Facilities management

Current initiatives to improve service

- Enhanced security at parking facilities
- Increased maintenance for Heritage Park
- Infrastructure systems on the Capitol Campus
- Establish storage and management for historic collections

Key contacts

- *Engineering and Architectural Services:* 360.902.7272
- *Real Estate Services:* 360.902.7373
- *Parking Services:* 360.725.0030
- *Energy Program:* 360.902.7262
- *Plant Operations Support:* 360.902.7257

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